

City of Carson City  
Agenda Report

Item #9

Date Submitted: September 10, 2006

Agenda Date Requested: September 21, 2006

Time Requested: 15 minutes

To: Mayor and Supervisors

From: Public Works Department

**Subject Title:** Action to adopt a policy for the on-going purchase and replacement of vehicles, based on replacement of Public Safety vehicles at 60,000 miles and all other City vehicles at 80,000 miles with a review of the individual vehicle's maintenance record.

**Staff Summary:** Public Works Fleet Services staff has researched numerous approaches for the on-going purchase and replacement of Sheriff Department patrol vehicles. Due to changing financial conditions, Fleet Services recommends a policy (see attached) for the on-going purchase and replacement of vehicles, based on replacement of Public Safety vehicles at 60,000 miles and all other City vehicles at 80,000 miles with a review of the individual vehicle's maintenance record.

**Type of Action Requested:** (check one)  
 Resolution  Ordinance  
 Formal Action/Motion  Other (Status Report)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to adopt a policy for the on-going purchase and replacement of vehicles, based on replacement of Public Safety vehicles at 60,000 miles and all other City vehicles at 80,000 miles with a review of the individual vehicle's maintenance records.

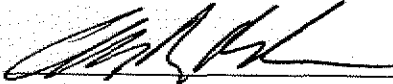
**Discussion:** Public Works Fleet Services staff was directed to seek Board of Supervisors direction regarding the on-going purchase and replacement of vehicles, with emphasis on the Sheriff Department's patrol vehicles. In cooperation with the Sheriff's Department, staff developed a number of scenarios. However, due to changing financial conditions, the Sheriff and Fleet Services staff recommend managing the replacement and purchase of Sheriff Department patrol vehicles in accordance with the proposed policy which bases the replacement of Public Safety vehicles at 60,000 miles and all other City vehicles at 80,000 miles. For the purpose of this policy, "vehicle" means units such as sedans, pickup trucks, and SUV's, but does not include heavy equipment, fire engines, dump trucks, etc.

The Sheriff has agreed to postpone the purchase of new patrol vehicles in FY 2006/2007, with the exception of two (2) four-wheel drive units, thereby saving the City approximately \$300,000. In subsequent years, Fleet Services anticipates the purchase of six (6) sedans and two (2) four-wheel drive patrol vehicles annually to maintain the proposed 60,000 mile replacement schedule. This reduces the current estimated budget by approximately \$160,000. All other City vehicles have been and will continue to be reviewed for replacement at 80,000 miles.

**Fiscal Impact:** N/A  
**Funding Source:** N/A  
**Explanation of Impact:** N/A

**Alternatives:** Direct staff otherwise.

Prepared By: Ken Arnold, Senior Public Works Operations Chief

Reviewed By:  Andrew Burnham Date: 9/8/06

Concurrences: Michael T. Singh Date: 9/12/06

Imnton Date: 9/12/06

Ushil Arumanta Date: 9/12/06

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

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**POLICY AND PROCEDURE**  
of the  
**PUBLIC WORKS DEPARTMENT**  
**Operations Division**

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<b>Subject:</b> City Fleet Replacement Policy		<b>Index:</b> Carson City Fleet Services	
		<b>Number:</b>	
<b>Effective Date:</b> October 1, 2006	<b>Supersedes:</b> N/A	<b>Pages:</b> 1	<b>Approved by:</b>

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**1.01 PURPOSE:**

To maintain a safe, economical, and serviceable vehicle fleet, to provide a high level of service to the citizens Carson City.

**1.02 ORGANIZATIONS AFFECTED:**

All City Departments and Divisions.

**1.03 REFERENCES:**

N/A

**1.04 POLICY:**

Public Safety vehicles will be considered for replacement at 60,000 miles and all other City vehicles at 80,000 miles with a corresponding review of the individual vehicles maintenance record.

**1.05 DEFINITIONS:**

1. "Public Safety" means Fire Department, Sheriff's Department and related divisions/functions that require rapid response to life/safety emergencies.
2. "Vehicle" means units such as sedans, pick-up trucks, and SUV's and does not include fire engines, snowplow/dump trucks, heavy equipment, etc.

**1.06 PROCEDURES:**

- A. Fleet Services staff will review vehicles at least once per year for replacement.
- B. Vehicles will be considered for replacement based on section 1.04 of this Policy.

END OF SECTION